

**SALEM SCHOOL BUILDING/CONSTRUCTION COMMITTEE  
MEETING MINUTES  
DECEMBER 12, 2012**

**Attending:**

Elbert Burr, Chairperson  
William Weinschenker  
Allyson Geida  
Robert Green (late arrival)

Diane Weston, Recording Secretary

**Guests:**

Donald Bourdeau

**Absent:**

John Bernier  
Steve Buck

Chairperson Elbert Burr opened the meeting at 7:00 P.M.

\*meeting minutes taken out of order:

**1. Approve minutes from meeting November 27, 2012**

No action taken.

**2. Interview potential owner's representative.**

- |                           |                |
|---------------------------|----------------|
| <b>a. James R. Russo</b>  | <b>7:15 PM</b> |
| <b>b. Carl C. Brown</b>   | <b>7:40 PM</b> |
| <b>c. Thomas E. Beebe</b> | <b>8:10 PM</b> |

**3. Discuss and vote on candidate for the job.**

The Committee discussed the candidates.

**M/S/C (Weinschenker/Geida) to enter into a contract with Thomas Beebe from Arcadis to act as "Owner's Representative". Vote: approved unanimous.**

**\*\*Notes:**

Discussion took place on the extra abatement work. An extension from the State is until the end of December and the work should be completed by then.

**M/S/C (Weinschenker/Green) to approve the change order for the attic insulation removal in an amount not to exceed \$26,000.00 Vote: approved unanimous.**

The next construction meeting will be held on December 20, 2012; 2:00 PM in the construction trailer for an update on the progress of the project.

#### **4. Adjournment**

**M/S/C (Weinschenker/Green) to adjourn meeting at 9:05 PM.  
Vote: Approved unanimously.**

Respectfully Submitted,  
Diane Weston  
Recording Secretary